

# CRC Meeting Minutes

## January 8, 2009

### **Members/Advisor Present**

Niles Glasgow  
Sabrenna Bryant  
Lisa Good  
Myra Jones  
Ruthie Davis  
Rafael Mendez  
Elyse Benson  
Antron Williams  
Wayne Henderson  
Dory Reeves  
Craig Ellis  
Amy Maxwell

### **Members Absent**

Michael Sampson

**Visitors Attending:** Marty Bright-Riveria

- I. **Meeting called to order** at 10:01 am by Williams.
- II. **Current members** introduced themselves to new members.
- III. **Review and approval of October minutes.** Minutes were reviewed by committee, a motion was made and seconded by Bryant and Maxwell, and passed to approve the minutes.
- IV. **Treasurer's Report:** The committee reviewed the new budget for FY-2009, which is set at \$37,600. The new budget has been approved by the STC. Williams encouraged committee members to report expenses as they occur in an effort keep the budget updated and current.
- V. **Ongoing activities and approaching deadlines:**
  - a. **National Bulletin-Request for Civil Rights Related Issues, Concerns, and Recommendations :** Maxwell discussed sending out bulletin to NRCS employees in an effort to give employees an opportunity to give committee members suggestions or voice concerns about EEO issues. The bulletin is available for viewing at <http://directives.sc.egov.usda.gov/viewDirective.aspx?hid=22344>, and anyone with recommendations that have significant AGENCY-wide impacts (not state-related issues) is encouraged to send them in writing to CRC Chair Antron Williams no later than January 27<sup>th</sup>, 2009.
  - b. **2009 Civil Rights FO Reviews:**
    - Hampton-1/27/09 (Antron)
    - Orangeburg 2/5/09 (Myra)
    - Darlington- 4/9/09 (Elyse)
    - Ridgeland-6/11/09 (Ruthie)
    - Kingstree-8/6/09 (Michael S)
  - c. **FY 2009 Plan of Work**—Bryant asked committee members to update of the 2009 Plan of Work by January 27<sup>th</sup> and to send her the changes via email. Mr. Glasgow suggested adding a

“Completion” column in the document to track the progress of action items.

**d. State Civil Rights Review:** Maxwell handed out packets to committee about the upcoming State Civil Rights review February 9-13. Packets included Civil Rights Review Requirements and employee surveys. An NHQ Civil Rights review team will visit the following offices: State Office, Florence, North Charleston, Aiken, Newberry, Greenville, Camden. The SC Civil Rights Committee is required to attend the entrance conference with the staffers and will be interviewed following the conference.

- VI. AIANPM Report:** As the new AIANPM, Jones reported she attended the first AIANPM teleconference for FY 2009 and sent out emails about Native American heritage during the month of November. She has been in contact with Catawba Chief Rogers about joining the Southeast workgroup. She also attended the Southeast American Indian Workgroup teleconference in November.
- VII. BEPM Report:** As the new BEPM, Davis reported that she attended the first BEPM teleconference for FY-2009. She was unable to attend the NOPBNRCSE training conference in December due to travel being cancelled for responsibilities pertaining to the previous audit.
- VIII. DEPM Report:** Henderson reported that he attended the DEPM annual conference in Bethesda, MA, and has an upcoming DEPM teleconference on January 27<sup>th</sup>. He also played a short DVD for the committee about the Workforce Recruitment Program (WRP) for disabled students.
- IX. FWPM Report:** Good reported that she is currently updating her plan of work and that she has a FWPM teleconference scheduled for February 3<sup>rd</sup>. She also has a list of all the SEPM teleconference schedules if other members need a copy. Good also commented that January 12<sup>th</sup> is the deadline for the FWP poster contest.
- X. HEPM :** Mendez reported that there is a new National HEPM, Jacqueline Padron. He also passed out Spanish conservation materials to 8<sup>th</sup> grade students at Gilbert Middle School.
- XI. APIPM Report:** Benson reported that the next APIPM conference will be held in Sacramento, CA the week of August 17<sup>th</sup>. Currently all her teleconferences have been postponed. She also commented that the RC&D council has agreed to bring in Ray Ledgerwood as a speaker at the next statewide RC&D council meeting. Ledgerwood was a speaker at the previous 2008 APIPM conference in Spokane, WA.
- XII. MAL Report-** No Report
- XIII. Outreach Report--** Maxwell reported on Outreach items including the fact that a SC NRCS produced video featuring a small farmer family from Orangeburg County (The Jenkins) placed 3<sup>rd</sup> in the Lloyd Wright Small Farmer of the Year competition. Glasgow and Maxwell accompanied the winning family to Atlanta in December to attend the awards luncheon at which time the family was commended for their excellence in conservation. Maxwell also reported on her Outreach Training course in Florida this fall, and said it was an outstanding session, and hopefully, RC&D Coordinators will be able to attend this FY, if budget allows. She will be preparing guidance and recommendations in regard to documenting outreach efforts to all field offices this FY. Maxwell also said that she will complete and submit the required Civil Rights Performance Plan and Accomplishments report to NHQ the week of Jan. 21<sup>st</sup>.
- XIV. Title VI report:** No report
- XV. Title VII report and employment advisor:** Reeves reported that NRCS has hired 2 new employees for 2009 and had two retirees for FY 2009. She stated that Stephen Henry has been reappointed as the Assistant State Conservationist Engineer.
- XVI. CAT Report:** The committee voted to host an NRCS-only CAT in 2009. Mendez is currently gathering information to begin planning for CAT, and will be assembling a planning committee shortly.

**XVII. Other Business:** No Other business

**XVIII. Next Meeting:** The next meeting is tentatively scheduled for February 9<sup>th</sup>, during the week of the National Civil Rights Review.

**XIX. Adjourn:** 11:10 am